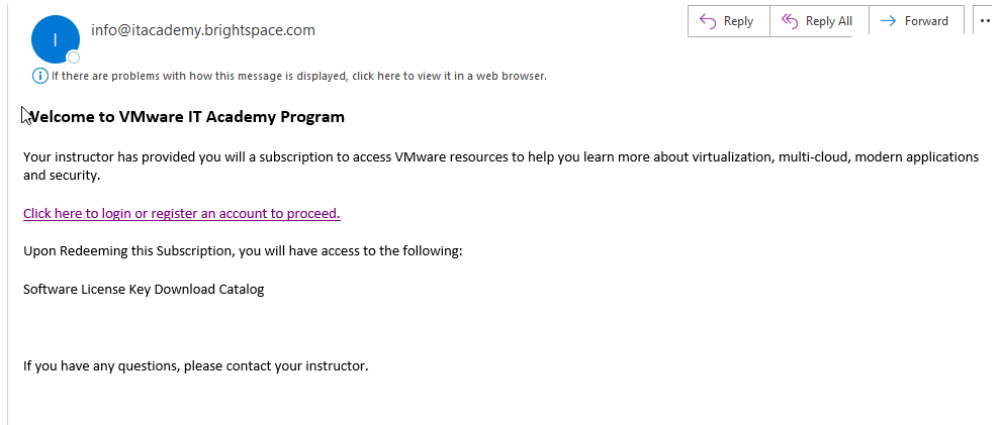


How do Students Redeem a VMWare IT Academy Subscription?

1. Once a student's request is approved, the student will receive an email with directions on redeeming the subscription they were just allocated:

***Please note, if you do not receive the email, please check for an email from 'info@itacademy.brightspace.com' in your inbox, spam or junk folders)**



2. The student will need to click the link in the email:

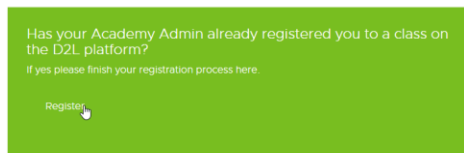
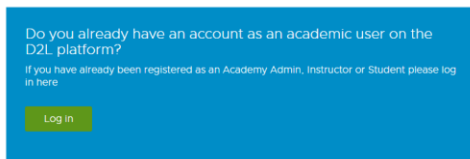
Your instructor has provided you with a subscription to access VMware resources to help you learn more about virtualization, multi-cloud, modern applications and security.

[Click here to login or register an account to proceed.](#)

Upon Redeeming this Subscription, you will have access to the fo

Software License Key Download Catalog

3. They will be prompted to Login or Register. If this is the first time they have been allocated a subscription, they will need to click on 'Register' to create a new account:



Has your Academy Admin already registered you to a class on the D2L platform?

If yes please finish your registration process here.

Register

4. They will be taken to the student account creation form:

Home > Create An Account

Please enter your information below. All fields with * are required.

Account Details:	Contact Details:
Email Address:*	First name:*
<input type="text"/>	<input type="text"/>
Confirm Email:*	Last name:*
<input type="text"/>	<input type="text"/>
Password:*	
<input type="password"/>	
Password (again):*	
<input type="password"/>	

Terms and Conditions:

I have read and accepted the [Terms of Service](#).

I would like to receive a newsletter. Please see our [Privacy Policy](#).

Create Account

5. Fill in the form, noting the terms of service and newsletter sign up options. Click 'Create Account:

Please enter your information below. All fields with * are required.

Account Details:	Contact Details:
Email Address:* <input type="text" value="angus.hedger+vmitajp@coursemerchant.com"/>	First name:* <input type="text" value="Johhy"/>
Confirm Email:* <input type="text" value="angus.hedger+vmitajp@coursemerchant.com"/>	Last name:* <input type="text" value="Purple"/>
Password:* <input type="password" value="....."/>	
Password (again):* <input type="password" value="....."/>	
Terms and Conditions:	
<input checked="" type="checkbox"/> I have read and accepted the Terms of Service .*	
<input type="checkbox"/> I would like to receive a newsletter. Please see our Privacy Policy .	
<input type="button" value="Create Account"/>	

7. After clicking on **Create Account**, they will see a screen showing their login information with a button to **Redeem the subscription/claim the course access**:

Redeem your Subscription

the Software Subscriptions to this account.

You are logged in as:

Name: Alex Kroko

***Important: If you do not complete step 7, you will have an account created, but you will not have their courses and will not be properly tied to your institution. The 'Click here to redeem' button needs to be clicked to fully redeem the subscription!**

8. They will be taken to an enrollment confirmation page and directed to Brightspace once they click 'Click here to go to your courses at D2L Brightspace'. They will now be enrolled in the applicable courses.

You have been enrolled

[Click here to go to your courses at D2L Brightspace](#)
